

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient's Title]

JCPenney

[Store Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to express my sincere appreciation for the exceptional service I received during my recent visit to your JCPenney store on [date of visit].

From the moment I walked in, I was greeted by your friendly staff, [mention any specific employee's name if applicable], who went above and beyond to assist me with my shopping needs. Their knowledge about the products and willingness to help truly made my experience enjoyable.

I was particularly impressed by [mention any specific experience or product], which not only met but exceeded my expectations. It's clear that your team is dedicated to providing outstanding customer service, and I wanted to take a moment to recognize their hard work and commitment.

Thank you once again for a fantastic shopping experience. I look forward to visiting your store again in the future and will certainly recommend JCPenney to my friends and family.

Warm regards,

[Your Name]

[Your Signature (if sending a hard copy)]